

101 CMR: EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES

101 CMR 419.00: RATES FOR SUPPORTED EMPLOYMENT SERVICES

Section

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419.01: General Provisions

(1) Scope. 101 CMR 419.00 governs the payment rates, effective July 1, 2013, for Supported Employment Services purchased by a Governmental Unit. Supported Employment Services provide individual and group employment in the community and center-based, sheltered work programs for Clients that require provider support and/or supervision.

(2) Disclaimer of Authorization of Services. 101 CMR 419.00 is neither authorization for nor approval of the services for which rates are determined pursuant to 101 CMR 419.00. Governmental Units that purchase Supported Employment Services are responsible for the definition, authorization, and approval of services extended to Clients.

(3) Administrative Bulletins. The Division may issue administrative bulletins to clarify its policy on substantive provisions of 101 CMR 419.00.

(4) Authority. 101 CMR 419.00 is adopted pursuant to M.G.L. c. 118E.

419.02: Definitions

Meaning of Terms. As used in 101 CMR 419.00, unless the context requires otherwise, terms shall have the meanings ascribed in 101 CMR 419.02.

Center. The Center for Health Information and Analysis established under M.G.L. c. 12C.

Center-Based Work Services. Work preparation and training services provided in a group setting at a program site operated by the provider.

Client. A person that receives Supported Employment Services purchased by a Governmental Unit.

Cost Report. The document used to report costs and other financial and statistical data. The Uniform Financial Statements and Independent Auditor's Report (UFR) are used when required.

Enhanced Staffing Rates for Higher Intensity Clients. These rates allow, under certain circumstances and based on assessed need, the targeted provision of 1-to-1 or 1-to-3 staffing ratio supports to individual program participants who require more staffing than the base rate provides in Center-Based Work programs and Group Supported Employment Services. These rates are not intended to be used to address typical program need fluctuations.

EOHHS. The Executive Office of Health and Human Services established under M.G.L. c. 6A.

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Governmental Unit. The Commonwealth, any board, commission, department, division, or agency of the Commonwealth and any political subdivision of the Commonwealth.

Group Supported Employment Services. Supports provided to a small group of Clients working in a competitive environment, usually not at the provider site. The Clients are usually employees of the provider agency and are often paid and receive benefits from that provider. These services emphasize work in integrated environments and may include small groups in industry (also called enclaves), mobile work crews, and provider-run businesses.

High Intensity/Specialized Program Rates. These rates will be restricted in use for exceptional purposes for certain high-intensity programs supporting specialty populations receiving Center-Based Work or Group Supported Employment services. These rates will only apply in cases in which it is determined that programs require significant additional supervisory resources, staff with higher skill levels and qualifications, increased staffing ratios, and specialized consulting and/or clinical supports. Examples may include programs supporting individuals with forensic involvement or serious behavioral issues.

Individual Supported Employment Services. Supports provided to a Client on a one-to-one basis to assist the Client to obtain and maintain a job at a business in the community. The Client is hired and paid by the employer at competitive wages. These services may include assessment, career planning, skills training, job development and placement, job coaching at the job site, and ongoing supportive services to assist the Client to successfully maintain employment.

Provider. Any individual, group, partnership, trust, corporation or other legal entity that offers services for purchase by a Governmental Unit and that meets the conditions of purchase or licensure that have been or may be adopted by a purchasing Governmental Unit.

Reporting Year. The Provider's fiscal year for which costs incurred are reported to the Operational Services Division on the Uniform Financial Statements and Independent Auditor's Report (UFR).

Supported Employment Services. Services that provide assistance to individuals or groups of individuals to help them prepare for, acquire, and maintain integrated employment in the community and center-based work programs for Clients that require provider support and/or supervision.

Transportation to Individual Job Sites. This service applies to individuals in Individual Supported Employment Services who are working at a business in the community and require ongoing rides/transportation from the provider to their job to maintain their employment, and are not able to transport themselves to and from work successfully. This service will only be used after all other public, para-transit and private transportation options have been pursued.

419.03: Rate Provisions

(1) Services included in the Rate. The approved rate shall include payment for all care and services that are part of the program of services of a Provider, as explicitly set forth in the terms of the purchase agreement between the Provider and the purchasing Governmental Unit(s).

(2) Reimbursement as Full Payment. Each Provider shall, as a condition of acceptance of payment made by any purchasing Governmental Units for services rendered, accept the approved program rate as full payment

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and discharge of all obligations for the services rendered. Payment from any other source shall be used to offset the amount of the purchasing Governmental Unit's obligation for services rendered to the publicly assisted client.

(3) Payment Limitations. No purchasing Governmental Unit may pay less than or more than the approved program rate except as authorized by 101 CMR 419.03 (2).

(4) Approved Rates. The approved rate shall be the lower of the Provider's charge or amount accepted as payment from another payer or the rate listed below. Providers must bill for services per 15 minute unit of service.

Base Service	Rate (15 min) Per Client
Individual Supported Employment (\$47.96 hourly)	\$11.99
Center Based Work Services (\$8.48 hourly)	\$2.12
Group Supported Employment (\$13.80 hourly)	\$3.45

High Intensity Service/Specialized Program Rates	Rate (15 min) Per Client
High Intensity Center Based Work Services (\$19.56 hourly)	\$4.89
High Intensity Group Supported Employment (\$20.56 hourly)	\$5.14

Add-On Services	
Non-specialized Direct Care (\$16.72 hourly)	\$4.18
Specialized Direct Care (\$21.16 hourly)	\$5.29

Transportation to Individual Job Sites	
Travel to and from ISE job sites up to one hour (\$27.40 hourly)	\$6.85

Enhanced Staffing for Higher Intensity Clients (Combined Add-on and Base Service Rates)	
1:1 Center-Based Work Services (\$25.20 hourly)	\$6.30
1:1 Group Supported Employment (\$30.52 hourly)	\$7.63
1:3 Center-Based Work Services (\$14.04 hourly)	\$3.51
1:3 Group Supported Employment (\$19.36 hourly)	\$4.84

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419.04: Filing and Reporting Requirements

(1) General Provisions.

(a) Accurate Data. All reports, schedules, additional information, books, and records that are filed or made available to the Center shall be certified under pains and penalties of perjury as true, correct and accurate by the Executive Director or Chief Financial Officer of the Provider.

(b) Examination of Records. Each Provider shall make available to the Center or purchasing Governmental Unit upon request all records relating to its reported costs, including costs of any entity related by common ownership or control.

(2) Required Reports. Each Provider must file:

(a) an annual Uniform Financial Statement and Independent Auditor's report completed in accordance with the filing requirements of Division of Purchased Services Regulation 808 CMR 1.00;

(b) any Cost Report supplemental schedule as issued by the Center; and

(c) any additional information requested by the Center within 21 days of a written request.

(3) Penalties. EOHHS may reduce the payment rates by 15% for any Provider that fails to submit required information to the Center, subject to the approval of the purchasing Governmental Unit. EOHHS will notify the Provider in advance of its intention to impose a rate reduction. The rate reduction will remain in effect until the required information is submitted to the Center.

419.05: Severability of the Provisions of 101 CMR 419.00

The provisions of 101 CMR 419.00 are severable. If any provision of 101 CMR 419.00 or application of such provision to any Provider or fiscal intermediary is held invalid or unconstitutional, such determination will not affect the validity or constitutionality of any remaining provisions of 101 CMR 419.00 or application of such provisions to any Provider or fiscal intermediary in circumstances other than those held invalid.

REGULATORY AUTHORITY

101 CMR 419.00: M.G.L. c. 118E, M.G.L. c. 12C